



## **Council Workgroup May 10, 2000**

Present: Kevin Mickey, Kevin Miller, Jim Sparks, Eric Torok, Jill Saligoe-Simmel

1. Updates on meetings with IU SPEA and WATER Committee
2. Reviewed language changes recommended at last meeting in Council Charter and Bylaws (approved)
3. Introduced materials provided by Jill and Bruce Nielsen
4. Finalize contact list for Council member nominees
5. Eric- re-visit date for kickoff meeting. Agreed we will look at Aug. 3, 10 or 17 as potential dates
6. Council Information Packet
  - a. Invite letter
  - b. Last 2-3 Newsletters
  - c. INGISI Background piece
  - d. Charter
  - e. Bylaws
7. Review template letter and history
  - a. Changes to template letter re: versions 1 & 2 (Jim and Eric)
  - b. Jill will make changes and send out as Word files by Monday 5/15, and will also
8. Review history piece
  - a. Kevin Mickey will reformat and develop piece and send out to Workgroup by Monday 5/15 for review, will ask for comments by Wednesday 5/17
  - b. Jill – reproduce Newsletter in color
9. Jim – need schedule next meeting Monday 5/22 (9am – 11am) at ASI
  - a. Council kickoff event –
    1. date
    2. location
    3. invitation list
    4. agenda
    5. etc.
  - b. Media development
10. Set steering committee meeting 6/2 or 6/5 (9-noon) location TBA
  - a. Set July 20 agenda

- b. Work on July newsletter
- c. Organization as not-for-profit / organizational home